

## SERVICE OF CYA VEHICLES

6343

(May 2003)

### Responsibility

**Camp Superintendent,  
Division Chief,  
HEM, HFEO**

Routine service and minor repair (such as an oil change, replacing a fan belt, lights, radiator hose, or similar work) on CYA vehicles may be accomplished in the CDF shop, under supervision of CYA personnel, by personnel assigned to the camp's vehicle maintenance program. All parts or supplies needed for the services or repairs will be purchased by CYA.

Gasoline will be furnished from the camp supply and a separate accounting of fuel received by each department will be maintained. When sufficient quantity of gasoline has been dispensed for use in the cooperating department's vehicles, that department will purchase an equal amount, from the state contract vendor, and have it delivered to the conservation camp's tank.

(see next section)

(see HB Table of Contents)

(see Forms or Forms Samples)